

TRANSFERS **1022** (No. 26 March 1992)

UNIT 8 HARDSHIP TRANSFERS **1022.1** (No. 26 March 1992)

INTRODUCTION **1022.1.1** (No. 26 March 1992)

The Unit 8 collective bargaining agreement provides for in-class hardship transfers between units when approved by the employee's region chief. The following policies and procedures will be followed when evaluating such requests.

POLICY STATEMENT **1022.1.2** (No. 26 March 1992)

Each region chief is responsible for thoroughly researching and evaluating the presence of a "hardship" before rendering approval of such requests. See Section 1022.1.3 for the definition of "hardship" to be applied by the region chief.

Hardship requests will only apply to transfers between units. Hardship transfers will not be approved for specific locations within a unit.

Transfers that involve a substantiated hardship will be honored with the next position to be filled in the designated unit once the transfer has been approved by the employee's region chief.

DEFINITION **1022.1.3** (No. 26 March 1992)

A "hardship" is something the employee could not have reasonably foreseen or avoided.

Examples of a hardship include: (a) the unforeseen illness of a family member requiring the routine and immediate presence of the employee; (b) the need to relocate in order to secure routine and unforeseen medical care for the employee or members of his/her immediate household when it is not available within reasonable distance of his/her current residence; or, (c) the need to move in order to satisfy unforeseen legal obligations (e.g., child custody orders).

Situations which do not constitute a hardship include: (a) the inability to sell a house; (b) marrying someone who lives in another part of the state; (c) the desire or need to live in a less expensive part of the state; and, (d) the desire to relocate for family, marital or financial ease.

REVIEW PROCEDURES

1022.1.4

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The region chief may not delegate final approval to others on his staff.

The sending region chief will always consult with the receiving region chief before approving the request. Each must agree that a hardship is present given the definition outlined above. If they do not agree, they will jointly seek resolution by the Chief Deputy Director.

Each region chief will send his three counterparts a copy of all hardship transfer requests showing the decision that has been made. The purpose is to inform the receiving region chief and others about the practices that are developing under the definition of hardship described above.

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